



**Independent Audit and Performance Commission
Thursday, November 7, 2019, 3:00 PM
Human Resources Conference Room,
City Hall, 3rd Floor East, 255 W Alameda St
Tucson, Arizona 85701**

Legal Action Report

1. Call to Order/Roll Call: 3:03 PM

COMMISSION MEMBERS PRESENT: Dennis Woodrich, Chairperson (Ward 1); Jeff Singleton, Vice Chairperson (Mayor); Mark Crum (Ward 2); Lydia Hunter (Ward 3); Brian Andrews (Ward 4)

COMMISSION MEMBERS ABSENT/EXCUSED: Eddie Rios (Ward 5)
Ward 6 (Vacant)

A quorum was established.

COMMISSION MEMBERS LATE: None

STAFF MEMBERS: Joyce Garland, Chief Financial Officer / Assistant City Manager; Kevin Burke, Economic Initiatives Deputy Director; Mike Czechowski, Project Manager; Loran Shamis, Management Intern; Aaron Williams, Principal Internal Auditor; Robert Kulze, Principal Internal Auditor (Ex Officio, Non-Voting)

2. Approval of the September 11, 2019 IAPC Meeting Minutes

It was moved by Commissioner Andrews, duly seconded and carried by a voice vote of 5 to 0, to accept the minutes as accurately memorializing the last meeting.

3. Government Property Lease Excise Tax (GPLET) Presentation

Mr. Burke and Mr. Czechowski presented information about the GPLET incentive and fielded and answered questions. No action was taken.

4. Review and Discussion of a Draft Investment Policy Revision

This item was continued at staff's request. No action was taken.

5. Staff Update

Chief Financial Officer / Assistant City Manager Joyce Garland provided an update to the commission and fielded and answered questions. No action was taken.

6. IAPC Purchase Card (pCard) Subcommittee Update

Subcommittee Chairperson Dennis Woodrich provided an update about the activities of the subcommittee. Ms. Garland asked the subcommittee to consider an evaluation of the controls on spending as part of the appraisal of the pCard program. No action was taken.

7. Discussion of Requests for IAPC Review from Ward 5

A memorandum of requests for IAPC review from Ward 5 Council Member Richard Fimbres was discussed. Ms. Garland fielded and answered questions. Chairperson Woodrich asked that this item be placed on December's agenda for further discussion. No action was taken.

8. Fiscal Year 2020 Internal Audit Plan – First Quarter Update

Principal Internal Auditor Aaron Williams provided an update about the FY 2020 Internal Audit Plan. Mr. Williams and Mr. Kulze fielded and answered questions. No action was taken.

9. Call to the Audience

No one spoke.

10. Future Agenda Items

- Public Records Request Presentation
- Discussion of Requests for IAPC Review from Ward 5
- Report about the "A" Mountain Landfill
- Report from the Purchase Card Subcommittee

11. Adjournment – 4:10 PM

The next regularly scheduled meeting of the IAPC will be held on Wednesday, December 4, 2019, at 3:00 p.m. in the City Manager's Conference Room, City Hall, 1st Floor East, 255 West Alameda, Tucson, Arizona.